

Minneapolis Youth Works RFP

Questions and Answers

QUESTIONS	ANSWERS
Will there be an additional RFP released that all Minneapolis Youth Works current providers can bid on?	Minneapolis Employment and Training will issue a competitive RFP in January/February 2016 to select Minneapolis Youth Works Providers for the funding cycle that runs April 1, 2016-March 31, 2017. All agencies on the 2016-2021 Minneapolis Employment and Training Eligible Providers List may respond to the January/February 2016 RFP.
Brian Coyle Center is one of the Pillsbury United Communities Neighborhood Centers. That means as a Pillsbury Family, Brian Coyle Center is on the Minneapolis Employment and Training Eligible Providers list for 2011-2015. However, currently, we do not have a Minneapolis Employment and Training contract to provide Minneapolis Youth Works as a center. Is the Coyle Center eligible to submit the proposal for this grant?	Pillsbury United Communities (PUC) is a Minneapolis Youth Works provider so PUC is not eligible to respond to the RFP as the lead applicant.
Regarding the 2 nd bullet below, the Coyle Center wants to be able to apply for these funds...As you know, the Coyle Center is part of Pillsbury United Communities (PUC). Waite House/PUC is already under contract with METP...Are you saying that Coyle Center can't apply because of this?...	Pillsbury United Communities (PUC) is a Minneapolis Youth Works provider so PUC is not eligible to respond to the RFP as the lead applicant.
<p>Agencies responding to this RFP:</p> <ul style="list-style-type: none"> • must be on the Minneapolis Employment and Training's Eligible Providers List for 2011-2015. This list can be found on the Minneapolis Employment and Training website at the following link: http://tinyurl.com/k4vl99e, • must not currently be under contract with Minneapolis Employment and Training to provide Minneapolis Youth Works services, and • <u>must provide outreach, recruitment and targeted services to youth and young adults who reside in the Cedar Riverside 55454 zip code area.</u> 	
Are there pre-designated enrollment goals by quarter? Similarly, are there exit goals by quarter?	Each agency completes a program participant plan that details the number of participants they plan to enroll and exit each quarter.
Do the required program elements pertaining to alternative secondary school offerings, drop out recovery services, and instruction leading to secondary school completion need to be offered internally by the agency? Is the agency allowed to refer (or contract) with another provider/s as long as we are fully involved and can document results?	The 14 required program elements can be provided internally or via referral with other organizations/agencies that serve youth. However, youth may not be co-enrolled in two WIOA youth programs at the same time.
Are there specific in-demand industry sectors that you expect the provider agency to orientate youth towards?	No, not at this time.
Is there an expectation for the provider agency to administer paid internships making the actual payment to youth participants? If no, can you outline what is in place for the participant students to receive pay?	Yes; agencies administer the paid internship component of the program. Minneapolis Employment and Training reimburses agencies via monthly cost reimbursement. Agencies must submit monthly financial tracking logs with intern wages and FICA/Medicare along with each monthly invoice.

Is the provider agency expected to work with a predetermined list of employers who will make internships and employment available to qualified participants? Or, is the provider expected to use existing relationships and create new employer relationships to fulfill this component?	No; the provider agency is not required to work with a predetermined list of employers. Agencies may use existing relationships and/or develop new employer partnerships.
Can you please confirm if the contract is for the period 7/1/2015 through 3/31/2016, or if this is the timeframe for which the program might begin?	The program will begin on July 1, 2015. The contract for this program year is July 1, 2015-March 31, 2016.
The RFP states that this is year-round programming, with annual review. Is the total max award of \$96k over 12 months to be renewed based on performance after 12 months?	As stated on page 2 of the RFP, funds of up to \$96,000 may be awarded for the period of July 1, 2015-March 31, 2016. Minneapolis Employment and Training will issue a competitive RFP in January/February 2016 to select Minneapolis Youth Works Providers for the funding cycle that runs April 1, 2016-March 31, 2017. All agencies on the 2016-2021 Minneapolis Employment and Training Eligible Providers List may respond to the January/February 2016 RFP.
Does the provider agencies outcome pertaining to the Participant Plans play a factory in cost reimbursement for services?	Yes, to a certain extent. The \$64,000 for core services is based on \$2,000 per participant, however Minneapolis Employment and Training understands that new agencies also have additional costs related to implementing a new program.
What database is the provider agency required to use for case management/outcome reporting?	Workforce One (WF1). The following link provides an overview of WF1: http://mn.gov/deed/programs-services/workforceone/
How shall the provider agency report on follow up services 12 months after program completion. If the contract is only for 9 months, then what is the expectation for continual client follow-up for 12 months?	In addition to entering 12 month follow-up information into WF1, agencies maintain case notes in each participant file that details youth services/activities including 12 month follow-up services. In the event the provider agency is not selected as a provider via the January/February 2016 competitive RFP (referenced above), Minneapolis Employment and Training will provide a closeout contract that will detail future program activity expectations.
Since the supportive and follow up services required under the contract are so varied including; employment counseling, tutoring/study skills including dropout prevention, mentoring, drug and alcohol abuse counseling, are these areas where there might be additional funding available if needed to contract services or expertise or would this fall under the \$64,000.00 for core services?	No additional funding will be available for supportive and follow-up services; they are included within the \$64,000 for core services. However, agencies often fund raise to leverage additional resources to serve youth.